

INFORMATION SERVICES

POLICY COMMITTEE

REPORT

April 10, 2008

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INFORMATION SERVICES

POLICY COMMITTEE

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INTER-OFFICE MEMO

TO: Information Services Policy Committee

FROM: Doug Thomas, Information Services Manager, Information Services

DATE: April 10, 2008

SUBJECT: Monthly Report

SYSTEMS DEVELOPMENT PROJECTS

1. InterLinc eGov

Employee Self Serve for pay stubs went live last month for both City and County. LFR asked for an additional filter for Firefighters before we stop printing their stubs. I.S. was the first test group to stop the printing process which is completely optional. Chris is coordinating additional Web Assistant I classes with each of the department's senior Web Assistants. Chris continues to work on the expanded Parks Updatable Tee Time Reservation System (PUTTR) and will schedule a demonstration of the production version by the end of the month. Terry is in the final design stages for the Special Needs Registry. We are working with Delayne Peck from LAAA and Doug Ahlberg on a Special Needs Registry that will help identify individuals for first responders in a disaster situation. Terry participated in a Webinar on 3/26/08, along with the other #1 Digital City Survey winners.

2. County Attorney/Public Defender Case Management System

Public Defender went live on 01/07/08. See ISPC status report.

3. Equipment Management System

Scheduled to go live after 05/01/08. Please see ISPC status report.

4. EnterpriseOne (PeopleSoft)

Conversion planning and contracts for version 8.12 should be completed by 05/01/08. Conversion should begin by 06/01/08 and take about six weeks. This system has stabilized, and we continue to expend less than the monthly budgeted support costs.

5. On Line Property Protest (County Clerk)

Nick Wemhoff is in the process of designing/coding the enhanced Property Protest system which will include on line filing and form generation. It will also include a calendaring function for preferred hearing date selection.

OPERATIONAL

The IBM z/890 Enterprise Server prime shift utilization was 55.08% in March compared with 56.2% in February. There were 2,574,154 CICS transactions executed which included 468,664 web transactions. We are upgrading the operating system to release 1.9 in the next couple of months and also migrating DB2 to version 8.1.

The CJIS Alpha Server prime shift utilization was 62% in March compared to 67% in February. An off-site backup server is currently on bid with expected arrival around mid May.

The County PeopleSoft AS/400 prime shift utilization in March was 7.53% compared to 6.93% in February. Disk utilization is 49.3%. We are discussing either a round of system service on this unit, or an upgrade to release 5.4.

The City Finance JDE AS/400 prime shift utilization in March was 10.65% compared to 12.93% in February. Disk utilization remained fairly level at 73.2%.

PROJECT

REPORTS

CITY EQUIPMENT MANAGEMENT

Project Manager: Scott Zimmerman/Mark Wieting
Analyst: Chad Peters

April 10, 2008

Project Description:

Public Works has been looking to replace their current Equipment Management system, which is a purchased package incorporating VSAM files. A new system, to be written by Information Services will use browser based screen presentation with DB2 on the mainframe as the database manager. It will include modules of Units/Equipment, Parts/Inventory, Repair Orders, Gas/Fuel, Billing, and Depreciation/Replacement. It will also allow for participation of other agencies, specific targets being Police Garage, Fire Department, StarTran, and Lancaster County Maintenance, if they so desire. Where feasible and practical, it shall make use of wireless technologies, bar codes/scanners, remote and internet access.

Current Events:

03/08 * Training on the system was held for all modules of the system by Chad. Several changes were requested as a result of the training and these were assigned to various team members to be completed.

Future Events:

04/08 * A post training meeting will be held with I.S. and Fleet Services to determine the implementation of the new system. The implementation will happen during the month of April.

History:

01/07 * Meetings were held to review the current system and to discuss bottlenecks, desired new features, and flow of information between modules. Interviews were held for Units, Parts, Repair Orders, and Gas/Fuel. Notes from these meetings are being assembled to be used in a Requirements Document.

02/07 * Interviews continued for Billing, Budgeting, and Depreciation. Also, meetings were scheduled with the other agencies to get their input of additional features. Work was started on the Requirements document. Interviews were completed for all modules, but some will require additional follow up meetings.

- 03/07 *** The interview process for all modules was completed and work began on the requirements. The team met with County Maintenance, Fire Department, Police Garage, and StarTran to get an idea of how they are handling equipment and maintenance, and to check out their interest in being included in this project. They also downloaded a trial copy of fleet management software from RTA to evaluate and plan on downloading another sample from IMS.
- 04/07 *** The SRD document was completed and will be sent to the customer for approval in early May. We will be scheduling a demonstration of the software produced by RTA in the near future. Database table design was finalized and work began mapping data from the old files to the new tables.
- 05/07 *** The database mapping was completed and a full conversion of production data was performed successfully. We met with members of Fleet Services and they have expressed their desire that I.S. develop the new system as opposed to a purchased package. The screens for maintaining the validation tables have been completed and work has begun on the Repair Orders and Vehicle master screens.
- 06/07 *** It was decided that the team would code the inquiry portion of all screens to use as a prototype for the system. All but 3 programs have been completed in this fashion. When these are totally done, they will be presented to the customer for testing and feedback.
- 07/07 *** The display only versions of all screens were completed and the customer review was set for early August.
- 08/07 *** Customer testing of the display screens was done and coding for the update and insert portions of the programs has begun. Most of these changes should be complete within next month..
- 09/07 *** 95% of the coding has been completed. Remaining are some programs for Parts Inventory and Preventative Maintenance. The PM changes are a result of some requests introduced by the customer. Also, as a result of some early customer testing, there will be removal of several fields from the Unit Detail screen.
- 10/07 *** The team had three review sessions with Jim Chiles during the month, going over parts, repair orders, and billing. Chad will be writing up the changes which come out of these sessions when they are completed. Jim Chiles has stated that the December/January time frame will be a busy time for them and that training and implementation would not be good at that time.

- 11/07 * The review sessions with the Public Works staff were completed and a list of outstanding tasks and estimate was compiled. Based on this list, and compared to time reported, so far against the project, it appears it will be short some 258 hours from the original budget. I will continue to monitor progress on the outstanding tasks against time reported. The system was demonstrated to the Fire Department who shows some signs of interest in using it.
- 12/07 * An additional 258 hours was added to the budget, which was carryover from the previous year. This will be needed to complete the tasks which are still outstanding, which including training, implementation and yet unnamed reports are estimated at 243 hours as of the beginning of December. Work will continue on these tasks with up to two I.S. staff members.
- 01/08 * Chad has received 4 additional changes to the system which should be completed within the current budget. He also has received samples of several reports from Jim Chiles which he would like to be part of the system, but had not been previously identified. Chad will determine if these can wait until after implementation. Training has been scheduled for March 11, 12, 13, and 14, 2008.
- 02/08 * The essential items on the outstanding task list were completed and training was scheduled for the second week of March.